

Personnel Monthly

State Personnel Department

Press Release: WeSave's Pick Your Ride Campaign!

While Americans shorten their shopping lists and prepare to limit their spending for the holiday season, WeSave is gearing up to distribute nearly \$35,000.00 in prizes among 110 Alabama public employees. WeSave's "Pick Your Ride" promotion is a six-week campaign of giving.

On Saturday, November 1, officials from the Alabama State Personnel Department will join executives from WeSave, Inc. and local business owners to announce 27 of 110 winners in WeSave's first ever "Pick Your Ride" campaign.

WeSave's "Pick Your Ride" campaign, sponsored by WeSave and its merchants, kicked off in Alabama this spring when Jackie Graham, Director of the Alabama State Personnel Department, introduced the WeSave program to public employees.

WeSave is an exclusive savings program developed for State and local government employees. The program is administered through the State as an employee benefit program at no cost to State government or its employees, who become WeSave members (WeSavers).

"The WeSave discount program is just one way to thank our public employees across Alabama. The services you provide to our citizens are meaningful and deserve recognition," said Graham.

Once public employees activate their free WeSave membership cards, they are able to save up to 20 percent on goods and services from businesses

that are part of the WeSave community, which according to Graham will come in handy these days.

"American consumers and retailers are facing very uncertain and challenging times right now. WeSave offers solutions that may benefit both groups, consumers who need goods and services, and our businesses that rely on that revenue," said Graham.

In addition to gaining exclusive access to daily savings, WeSavers are automatically eligible to win prizes during regular giveaways and special promotions, such as the "Pick Your Ride" event, where the grand prize winner gets to "pick" a new car from seven

easy access to discounts on goods and services from merchants, as well as special savings from sponsors of specific WeSave promotions.

In exchange for exclusivity on www.wesave.com, WeSave partners with major automobile dealerships in larger markets to co-sponsor special events like the "Pick Your Ride" promotion. WeSave then carries marketing messages to its members via print and electronic media, such as a full color magazine, bi-weekly emails and on www.wesave.com.

"Auto dealers need access to qualified buyers and regular advertising doesn't guarantee that. Our members need and want to save money. Auto dealers want to work with qualified customers. WeSave brings them all together in a savings-based environment for members only," said Tom Hanna, Vice President of Sales and Marketing at WeSave.

To carry out the auto theme, one WeSaver will win a new set of tires of a value of up to \$1,000 from the manufacturer of his or her choice and 25 other WeSavers will each win a \$50 gas gift card.

Eight other prizes valued at \$1,000 each will be awarded throughout the remainder of the "Pick Your Ride" promotion, which ends in December. A few of these prizes include a college scholarship, a spa retreat, a golf package, a laptop computer and shopping cards from national retail stores. Topping off the list of prizes are an addi-



makes/models valued at over \$20,000.00.

WeSave will kick off the six-week "Pick Your Ride" campaign by announcing the grand prize winner and 26 other winners of auto related prizes to promote its newly redesigned auto savings search feature on www.wesave.com.

The new search feature allows members to shop for new and used cars with personalized sales attention in the privacy of their homes. WeSavers are provided with

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Special points of interest:

- **State Personnel Training Schedule**
- **Donated Leave Requests: Your fellow State employees need your help!**

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Ask Sharon: State Employee Voting Rights

Lately I have been asked a lot of questions concerning the right of State employees to vote. In this month's column I have tried to answer a few of the most frequently asked questions.

Q: "Is my department required to give me time off to vote?"

A: This is a great question, and it has a relatively complicated answer: yes and no. Act No 2006-545 requires that every Alabama employer grant its employees time off to vote in any municipal, county, state, or federal political party primary or election. It is your responsibility to provide your department with reasonable notice and to be eligible and registered to vote on the date of the primary or general election. However, if your regularly scheduled time to begin work is at least two hours after the opening of the polls or your regularly scheduled time to end work is at least one hour prior to the closing of the polls, then the State is not required to grant you time to vote.



According to the Office of the Secretary of State, the polls in all 67 counties in Alabama open at 7:00 a.m. and close at 7:00 p.m. Let's go over a quick example: assume that

your regularly scheduled work hours are from 8:00 a.m. to 5:00 p.m. In such a case, your department would not be required by law to grant you time off to vote because your work day ends more than the one requisite hour prior to the closing of the polls.

Q: "How much time is granted to go vote?"

A: Employees who are qualified to be granted time off to vote due to their work schedules are entitled to time off not to exceed one hour. The

employee's department may specify the hours during which a qualified employee may take leave to vote.

Q: "I received a summons to be an Election Official. Am I required to use my Annual Leave to fulfill these duties?"

A: Whether you use annual leave to fulfill your duties as an Election Official is up to you. However, there are certain things which you must understand to make the decision. An Election Official is a position that has been established by statute, and a person may be fined if he or she fails to appear. A person serving as an Election Official receives \$75.00 in payment. If a State employee performs the duties of an Election Official while in work status, the check must then be endorsed over to the employee's Department or Agency. If, however, the State employee takes annual leave, the employee is entitled to keep the \$75.00.

Personnel Training Schedule—November and December 2008

The seminars listed below are being offered in November and December. All training offered by Personnel is free to the employee and the agency. For more information visit the State Personnel Department website at www.personnel.state.al.us. To register for a class, please see your agency's training coordinator. We look forward to seeing you in class!

November 4: Family and Medical Leave Act in Montgomery

November 5-6: Dynamics of Supervision in Montgomery

November 13: Interview and Selection in Montgomery

November 18: Customer Service in Montgomery

November 20: Sexual Harassment Prevention in Montgomery

December 11: Employment Law in Montgomery

December 16: Performance Appraisal for Supervisors in Montgomery

December 17: Progressive Discipline in Montgomery



Amendment One on the November 4th Ballot

Q: "My wife works for the State and has informed me that there will be an important statewide constitutional amendment on the ballot in November. Could you give us some information about Amendment Number One?"

A: Amendment Number One on the

November 4th ballot is commonly called the "Rainy Day Amendment." The Amendment revises the existing Education Rainy Day Account and creates a new Rainy Day Account for General Fund agencies for the first time ever. Rainy Day Accounts are savings accounts used to protect vital State services and

classroom programs from financial cuts when an unexpected economic downturn causes a shortfall in State budgets. For the existing Education Rainy Day Account, the Rainy Day Amendment would raise the cap on savings to ensure

*****Continued on Page 3

Pick Your Ride, Continued

tional 75 prepaid gas cards for \$50 each that can be redeemed at local convenience stores.

Linda Loehr, WeSave's Vice President, has traveled with merchant representatives throughout Alabama to sign businesses as merchants and sponsors. "We appreciate the support of the State and its business community in building the WeSave program for Alabama's public employees. As we travel throughout Alabama recruiting businesses, we witness a true sense of pride and

collaboration in every community. It's rewarding to be able to extend that spirit of community over to WeSave members," said Loehr.

In order to be eligible to win in WeSave's "Pick Your Ride" event, Alabama public employees must activate their WeSave membership cards before specific deadlines. The card activation deadline for the first round of prizes was on October 16. Deadlines occur throughout early December for the final

round of prizes. Applicable terms and conditions for the promotion can be found at www.wesave.com/AL.

Employees who have not received their WeSave membership cards should contact their Departmental Personnel Managers. For additional information about the WeSave program, visit the WeSave website, www.wesave.com, or contact WeSave's Member and Merchant Services at 866-987-2833.

ADECA Launches CommuteSmart Montgomery

The Alabama Department of Economic and Community Affairs (ADECA) Energy Division in partnership with the Montgomery Metropolitan Planning Organization (MMPO) and the Regional Planning Commission of Greater Birmingham have launched a free on-line ride matching service called CommuteSmart Montgomery.

CommuteSmart
MONTGOMERY

If you are a State employee commuting daily to downtown Montgomery, or just someone interested in sharing your commute to and from work in the metro-Montgomery area, CommuteSmart Montgomery may be right for you. Sharing a ride also saves energy and money. Sharing a ride reduces dependence on foreign oil supplies, traffic congestion, wear and tear on

your vehicle, air pollution, and even the stress of driving. To register, please visit the CommuteSmart Montgomery website at www.CommuteSmart.org/Montgomery and click on the "free on-line ride matching" link. The ride matching database will look for the nearest match that meets your criteria.

Register today! Enjoy the benefits! Share a ride and cut the cost of your commute in half or even more!

Sam's Club Joins the WeSave Program!

Sam's Club has joined the WeSave program and will be offering a \$10 gift certificate for signing up for a Sam's Club Account or renewing an existing Sam's Club Account. Also, register online at www.wesave.com for a \$100 Sam's Club gift card!

Amendment One, Continued

that the Education Trust Fund is fully protected in the event of proration, and it would expand coverage to *all* agencies, programs and services (not just schools) that are funded by the Education Trust Fund (such as public libraries, immunizations for school children, and First Class Pre-K). The new General Fund Rainy Day Account would protect other State services, such as health care, law enforcement, and child support. The Rainy Day Accounts are established within the Alabama (Oil & Gas) Trust Fund and are funded by royalties, or profits, the State receives from oil and gas companies operating in Alabama's coastal waters. The Rainy Day Amendment requires that any savings

used to prevent proration must be reimbursed within 6 to 10 years, to ensure the Alabama Trust Fund continues to grow.

Q: "What will Amendment Number One look like on the ballot when I go to vote?"

A: The Amendment will appear as follows:
Proposed Statewide Amendment Number One: Proposing an amendment to the Constitution of Alabama of 1901 to repeal Amendment 709 to the Constitution of Alabama on 1901; to reestablish the Education Trust Fund Rainy Day Account within the Alabama Trust Fund; and to establish the General Fund Rainy Day Account within the Alabama

Trust Fund. (Proposed by Act No. 2008-508.)

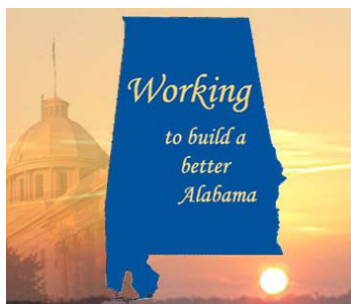
Q: "How will I be affected if the Amendment does not pass?"

If the Rainy Day Amendment does not pass, it could mean major budget shortfalls for the General Fund and Education Trust Fund in 2010. Passage of the amendment could save schools and vital programs for children and families from proration and its consequences. State Superintendent Joe Morton told the State Board of Education that proration is "devastating for years, not just one year. There will be major cuts, and there's no way getting through that without a safety net. We would be in total devastation at that point."

State Personnel Department

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The Alabama Merit System law created the Personnel Department to be administered by a Personnel Director who answers to an independent board. The Board currently consists of five members who serve staggered six-year terms. Two members are appointed by the Governor, one by the Lieutenant Governor, one by the Speaker of the House, and one member is an elected classified state employee who is subject to all merit system rules and regulations.

By law the Board is required to meet once each month. Its principal functions are to:

- *adopt and amend rules and regulations;
- *adopt and modify classification and pay plans;
- *hear the appeals of employees who have been dismissed;
- *represent the taxpayers' interest in the improvement of personnel management in the state; and
- *advise and assist the Personnel Director.

The Personnel Department is divided into 9 major areas: Classification and Pay; Examination; Certification; Payroll and Personnel Audit; Information Technology; Training; Legal; Administrative Law Judge; and Special Projects. Please remember, the Personnel Department is here to protect the merit system and to serve as a resource for State employees and the citizens of Alabama!

The State Personnel Board is scheduled to meet on November 19, 2008 at 10:00 a.m. in the Board Room on the 3rd Floor of the Folsom Administrative Building in Montgomery. The meeting is open to the public.

Donated Leave Requests



To assist those who have qualified for catastrophic sick leave, State Personnel is listing the names of those State employees who are in need of donated leave. The following individuals need your help:

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| ◆ Glenda Adams with Public Health; | ◆ Shameca Johnson with Mental Health; | ◆ Ronchetta Richardson with Pardons and Paroles; |
| ◆ David Allen with Human Resources; | ◆ Pamela Johnson with Revenue; | ◆ Martha Roberts with Public Health; |
| ◆ Gayle Allen with Human Resources; | ◆ David Keeton with Industrial Relations; | ◆ Steve Rogers with Transportation; |
| ◆ Rachel Babb with Rehabilitation Services; | ◆ Bridgette Key with Public Health; | ◆ Bonnie Russell with Transportation; |
| ◆ Cassandra Belyeu with Tourism and Travel; | ◆ Andrew King with Transportation; | ◆ Stephanie Sammons with Transportation; |
| ◆ Erinn Bisson with Revenue; | ◆ Elizabeth LeCroy with Revenue; | ◆ Nadria Sanders with Public Safety; |
| ◆ JenaAnne Campbell with Corrections; | ◆ Carmen Leonard with Transportation; | ◆ Jason Sassin with Public Safety; |
| ◆ L'Erin Carlis with Public Safety; | ◆ Changlan Li with Revenue; | ◆ Florence Saxton with Transportation; |
| ◆ Amanda Carter with Environmental Management; | ◆ Maketa Longmire with Mental Health; | ◆ Sandra Scott with Public Health; |
| ◆ Bessie Carter with Mental Health; | ◆ Bobby Lusk, Jr. with Transportation; | ◆ Dawn Sladek with ABC Board; |
| ◆ Krystalin Church with Transportation; | ◆ Brenda Lyles with Transportation; | ◆ Melanie Smith with Education; |
| ◆ Kissi Coley with Public Health; | ◆ Joseph Mallard with Transportation; | ◆ Mike Smith with Corrections; |
| ◆ Joni Coman with Revenue; | ◆ Joe Marvin, III with Transportation; | ◆ Patricia Smith with Human Resources; |
| ◆ John Connell with Conservation; | ◆ Donald Matson with Insurance; | ◆ Jacqueline Stokes with Human Resources; |
| ◆ Michael Daniels with Transportation; | ◆ Sharon McGill with Revenue; | ◆ Delois Thomas with Mental Health; |
| ◆ Teresa Deairy with Public Health; | ◆ Lori McInerney with Transportation; | ◆ Carl Thornell with Corrections; |
| ◆ Cynthia Dominques with Corrections; | ◆ Frankie McLaney with Corrections; | ◆ Anya Tolbert with Revenue; |
| ◆ Patricia Donaldson with Transportation; | ◆ Maria Melendez with Public Health; | ◆ Timothy Townsend with Revenue; |
| ◆ Taniya Duncan with Medicaid; | ◆ Barbara Mills with Human Resources; | ◆ Gregory Tubbs with Transportation; |
| ◆ James Farris with Revenue; | ◆ Shannon Mitchell with Public Health; | ◆ Delicia Vinson with Transportation; |
| ◆ Mary Flowers with Human Resources; | ◆ Dorothy Mosley with Human Resources; | ◆ Kory Ward with Tourism and Travel; |
| ◆ Clara Frost with Mental Health; | ◆ Melissa Moncrief with Education; | ◆ James Washington with Transportation; |
| ◆ Jacqueline Gaines with Human Resources; | ◆ Erica Moulds with Education; | ◆ Roxanne Weaver with Mental Health; |
| ◆ James Garlington with Transportation; | ◆ Patricia Mulcahy with Environmental Management; | ◆ Shericka Weaver with Human Resources; |
| ◆ Kenneth Golson with Finance; | ◆ Chiquita Murrell with Transportation; | ◆ Donna Whatley with Education; |
| ◆ Mary Joan Greene with Public Health; | ◆ Tracy Parks with Human Resources; | ◆ Martina Willis-McCullough with Rehabilitation Services; |
| ◆ Katrina Hammett with Revenue; | ◆ Teresa Parnell with Transportation; | ◆ Andrea Brook Wray with Public Health; |
| ◆ Gloria Higgins with Human Resources; | ◆ William Parrett with Conservation; | ◆ Evelyn Wright with Mental Health; and |
| ◆ Jessica Ivy with Mental Health; | ◆ Jennifer Pelham with Examiners of Public Accounts; | ◆ Kari Yeager with Examiners of Public Accounts. |
| ◆ Larry Jackson with Corrections; | ◆ Jan Perry with Corrections; | |
| ◆ Tina Jackson with Medicaid; | ◆ Amy Pickett with Industrial Relations; | |
| ◆ Karlynn Johnson with Human Resources; | ◆ Tomika Pippins with Corrections; | |
| | ◆ Regina Portis with Mental Health; | |
| | ◆ Barbara Pritchett with Human Resources; | |
| | ◆ Debra Pruitt with Industrial Relations; | |
| | ◆ Florence Randolph with Transportation; | |
| | ◆ Stephanie Reynolds with Mental Health; | |

For more information on how to donate leave to one of these individuals, please visit the State Personnel Department website at www.personnel.state.al.us. To donate your leave to a qualified employee, please visit your personnel manager and request a Form 25A or [download](#) it from the State Personnel website.